## **Starting Water Service**

In order to get a water & sewer service within city limits put into your name you will need to have the following items:

- Complete application
  - o You can visit City Hall Monday-Friday between 9 am and 4 pm to fill one out in person or
  - o Complete the online application: Application Form
- Provide a copy of your current photo ID
- Provide a copy of proof of legal residency that include the address your are signing up for and your name as the owner/occupant
  - o If you are a tenant, this would be a copy of your signed lease agreement
  - If you are the owner a closing document (ie Final Buyer's Statement), current year property tax bill or notarized grant deed

In addition to the items above there is a deposit and processing fee due upon sign up. The deposits start at \$130.00 and increase according to meter size. The processing fee is \$34.00 non-refundable.

We make our best efforts to provide same day service, but due to staffing and emergencies that can arise in the field it can take up to 1 business day to complete the process.

Please contact us at 707-441-4267 option 2 for Utility Billing if you have any questions.